



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

February 17, 2004

Francis T. Corcoran, Treasurer
Sue Kelly for Congress
P.O. Box 599
Katonah, NY 10536

Response Due Date:
March 18, 2004

Identification Number: C00294900

Reference: Year End Report (10/1/03 - 12/31/03)

Dear Mr. Corcoran:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-The election cycle-to-date totals for certain entries on your report indicate additional contributions that should have been itemized. When contributions from an individual reach \$200 for an election cycle, each subsequent contribution from that individual must be itemized, regardless of the amount. Additionally, each contribution from a political committee must be itemized, regardless of the amount. Please amend your report to correct the discrepancies in the aggregate totals for Aircraft Owners and Pilots Association PAC, Intern'l Union of Operating Engineers Local 15-15D, and NY Life Insurance Co. PAC. (2 U.S.C. §434(b) and 11 CFR §104.3(a)(4))

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.